

Hanover Advisory Committee
550 Hanover Street
Hanover, MA 02339
Meeting Minutes
Wednesday, April 6, 2016

Opening:

The meeting was opened at 7:01 p.m. by Chris Martin, Chairman.

Committee Attendees:

Chris Martin	Brandon Freeman
Jerry O’Hearn	Sandra Hayes
Wayne Moores	Joan Port-Farwell
Edward Hickey	Emmanuel Dockter
Angela Blanchard	

Other Attendees:

Janine Smith, Director of Finance

Approval of Minutes

Angela Blanchard made a motion to accept the minutes from *March 30, 2016*. This was seconded by Wayne Moores. All were in favor and the motion passed.

Warrant for Annual Town Meeting Motion and Commentary Review:

Article 45 – Appropriate Funds – Foundation Wall Stetson House Barn:

A discussion was had regarding the increase in the amount requested for this article. The amount printed in the warrant is \$10,000 and an increase to \$35,000 is requested. Because this represents a greater than 10% increase, the Committee believes the Hanover Board of Selectman will need to re-open the warrant for this change. The BOS will be consulted as well as the Hanover Town Moderator Doug Thomson.

Article 35 – Appropriate Funds-Cedar School Flooring:

A discussion was had regarding any possible health concerns with the Cedar School flooring. Carpet is currently over old tile. Joan Port-Farwell consulted Thomas Raab and Matt Ferron and both stated there is no issue with the current carpet to their knowledge. Edward Hickey inquired if this article was being funded by free cash. Janine Smith stated no. Edward Hickey would like articles that are rejected and funded by free cash to redirect those monies to the capital stabilization fund. Janine Smith suggested that this topic be discussed with the Hanover Board of Selectman. Jerry O’Hearn stated this article may be controversial because parents will be concerned with asbestos tile. Edward Hickey made a motion that the Town not accept this article and take no further action. This was seconded by Jerry O’Hearn. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee toured the Cedar School and determined that while the overall condition of the carpet merits monitoring, we do not believe this expenditure is necessary at this time. The existing vinyl asbestos floor tile is currently encapsulated beneath the carpet and only requires abatement if the carpet is replaced.* Edward Hickey made a motion to accept the commentary as written. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 32 – Appropriate Funds – One Ton Dump Truck:

Jerry O’Hearn made a motion that the Town not accept this article and take no further action. This was seconded by Edward Hickey. All were in favor and the motion passed. The following commentary was proposed: *After reviewing the request with the facilities engineering manager, the Advisory Committee*

recommends that the existing truck should be repaired and maintained. Angela Blanchard made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 11 – Establish Revolving Fund-Library:

Edward Hickey made a motion to accept the motion as written. This was seconded by Sandra Hayes. All were in favor and the motion passed. The following commentary was proposed: *Revolving funds are for programs or services with the intent that the money generated from those programs or services will replenish the fund. This article authorizes for the first time a Library revolving fund. The late fines generated will be the source of funds for replacement materials.* Sandra Hayes made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed. After further discussion, Jerry O’Hearn made a motion to re-open the motion. This was seconded by Wayne Moores. All were in favor and the motion passed. The words “in the article” were added to the first sentence. Sandra Hayes made a motion to accept the motion as amended. This was seconded by Edward Hickey. All were in favor and the motion passed.

Article 12 – Revolving Fund Authorizations:

The words “in the article, with the exception of the library fund” were added to the first sentence of the motion. Edward Hickey made a motion to accept the motion as amended. This was seconded by Angela Blanchard. All were in favor and the motion passed. The following commentary was proposed: *Revolving funds are for programs or services with the intent that the money generated from those programs or services will replenish the fund. This article re-authorizes existing funds. Revolving funds are the best way to verify that these programs are self-supporting.* Sandra Hayes made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 15 – Special Education Expenses:

Sandra Hayes made a motion to accept the motion as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed. The following commentary was proposed: *This is the fifth year this request has been before Town Meeting to address the Schools’ fluctuating Special Education expenses rather than fund them in the school operating budget. This practice helps to avoid using free cash in the operating budget, which is favored by bond rating agencies. Unspent money will be available next year for Special Education and is not available for other uses in the school budget.* Angela Blanchard made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 16 – School Department Medicaid Reimbursements:

Joan Port-Farwell made a motion to accept the motion as written. This was seconded by Emmanuel Dockter. All were in favor and the motion passed. The following commentary was proposed: *This allows the School Department to seek payment for direct services required by Special Education students or administrative costs. The school staff does the preparation work, but the process of submitting final claims to the federal government is done by an outside vendor. The Town Meeting article from last year still has sufficient funds available to cover these costs for the upcoming fiscal year.* Jerry O’Hearn made a motion to accept the commentary as written. This was seconded by Edward Hickey. All were in favor and the motion passed.

Article 18 – Public Safety Employee Training:

A discussion was had regarding the Committee’s belief that this expense should be included in the operating budget. Edward Hickey made a motion to accept the motion as written. This was seconded by Jerry O’Hearn. All were in favor and the motion passed. The following commentary was proposed: *This training is in addition to the amounts within the Public Safety budgets. The departmental budgets allow for the mandatory training*

needed. These funds allow both the Fire Chief and the Police Chief to have their employees trained in more specialized areas. Edward Hickey made a motion to accept the commentary as written. This was seconded by Sandra Hayes. All were in favor and the motion passed. Angela Blanchard recused herself on both votes.

Article 22 – Create Turf Field Stabilization Fund:

The proposed motion for this article was to not accept this article and take no further action. The Committee had a discussion regarding the merits of such a fund and the importance of saving for the replacement of the turf field at the Hanover High School. This article will be revisited at a later date once a new motion has been drafted.

Article 23 – Appropriate Fund-Wood Chipper:

Angela Blanchard made a motion to accept the motion as written. This was seconded by Emmanuel Dockter. All were in favor and the motion passed. The following commentary was proposed: *The existing wood chipper is 19 years old and has exceeded its expected useable life.* Jerry O’Hearn made a motion to accept the commentary as written. This was seconded by Wayne Moores. All were in favor and the motion passed.

Article 24 – Appropriate Funds-Gasoline & Diesel Pumps:

Angela Blanchard made a motion to accept the motion as written. This was seconded by Edward Hickey. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee met with the Director of Public Works and is satisfied that the 20 year old existing pumps require replacement.* Edward Hickey made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 27 – Appropriate Funds-Crane Utility Truck:

Joan Port-Farwell made a motion to accept the motion as written. This was seconded by Wayne Moores. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee met with the Director of Public Works onsite and viewed the existing crane truck. We are satisfied that the current crane truck requires immediate replacement.* Jerry O’Hearn made a motion to accept the commentary as written. This was seconded by Edward Hickey. All were in favor and the motion passed.

Article 40 – Appropriate Funds-Technology Upgrades

Joan Port-Farwell made a motion to accept the motion as written. This was seconded by Angela Blanchard. All were in favor and the motion passed. The following commentary was proposed: *The adoption of the FY15 operating budget included a transfer of the technology office for the Town to the School technology department and created a Town wide technology staff. This request takes into consideration the needs of both the schools and town departments. Although part of the capital plan, the Advisory Committee will continue to work with the Director of Technology to develop a more comprehensive presentation of total Town wide technology cost.* Emmanuel Dockter made a motion to accept the commentary as written. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 43 – Appropriate Funds-Affordable Housing Trust:

Angela Blanchard made a motion to accept the motion as written. This was seconded by Edward Hickey. All were in favor and the motion passed. The following commentary was proposed: *This transfers money into the Affordable Housing Trust. This will enable the Affordable Housing Trust to act promptly in order to make acquisitions related to affordable housing.* Jerry O’Hearn made a motion to accept the commentary as written. This was seconded by Emmanuel Dockter. All were in favor and the motion passed.

Article 44 – Appropriate Funds-Open Space Plan:

Angela Blanchard made a motion to accept the motion as written. This was seconded by Sandra Hayes. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee recommends an updated town wide open space plan. This updated plan will allow the Town to apply for future*

grant monies. Angela Blanchard made a motion to accept the commentary as written. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 46 – Appropriate Funds-Trails:

Edward Hickey made a motion to accept the motion as written. This was seconded by Sandra Hayes. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee is supportive of the Community Preservation Committee approval of the proposed expenditure.* Angela Blanchard made a motion to accept the commentary as written. This was seconded by Emmanuel Dockter. All were in favor and the motion passed.

Article 47 – Appropriate Funds-Roll Of Honor Restoration:

Edward Hickey made a motion to accept the motion as written. This was seconded by Emmanuel Dockter. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee is supportive of the Community Preservation Committee approval of the proposed expenditure.* Emmanuel Dockter made a motion to accept the commentary as written. This was seconded by Edward Hickey. All were in favor and the motion passed.

Article 48 – Appropriate Funds-Veterans Honor Garden:

Emmanuel Dockter made a motion to accept the motion as written. This was seconded by Angela Blanchard. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee is supportive of the Community Preservation Committee approval of the proposed expenditure.* Sandra Hayes made a motion to accept the commentary as written. This was seconded by Jerry O’Hearn. All were in favor and the motion passed.

Article 51 – Accept Chapter 90 Road Grant Monies:

Emmanuel Dockter made a motion to accept the motion as written. This was seconded by Jerry O’Hearn. All were in favor and the motion passed. The following commentary was proposed: *The Advisory Committee is supportive of the Community Preservation Committee approval of the proposed expenditure.* Jerry O’Hearn made a motion to accept the commentary as written. This was seconded by Emmanuel Dockter. All were in favor and the motion passed.

General Discussion

Edward Hickey stated he is interested in further discussion regarding the warrant articles for the water department and believes a second estimate should be obtained for the upgrades/maintenance required.

Next Meeting

The next scheduled meeting is on Wednesday, April 13th at 7pm. The Hanover Town Clerk Cathy Harder-Bernier will be attending the next meeting to discuss **Article 39-Voting Machines, Article 7–Set Pay for Elective Officers** and **Article 38-Dog License Fee.** The Hanover Town Moderator Doug Thomson will attend the next meeting as well.

Adjournment

Edward Hickey made a motion to adjourn the meeting. The motion was seconded by Jerry O’Hearn. All were in favor and the meeting adjourned at 9:13 pm.